

City of Winslow Job Description

Position Title: Seasonal Laborer
Department: Public Works
Reports To: Lead Worker
Salary Grade: 24
FLSA Status: Non - Exempt

GENERAL PURPOSE

Work involves operation of a variety of light to heavy duty mowers and other maintenance equipment and performing semiskilled manual tasks. This position is an at-will employment position per the Winslow Municipal Code Section 3.16.020.

ESSENTIAL DUTIES AND RESPONSIBILITIES This class specification is intended to indicate the basic nature of positions allocated to the class and examples of typical duties that may be assigned. It does not imply that all positions within the class perform all of the duties listed, nor does it necessarily list all possible duties that may be assigned. For a listing of essential job functions, see the recruitment bulletin at time of job opening.

Checks on the turf areas to ensure proper mowing height and trimming of grass.

Checks on roadside beautification at various locations.

Operates light trucks, tractors, skip loaders and other motorized equipment in parks construction and maintenance activities.

May clean, service and make minor repairs to equipment.

Assures that maintenance shop, tools and equipment are properly maintained and kept in proper working condition.

Maintains and repairs automatic and mechanical sprinkler systems at all City parks and other department facilities.

Performs maintenance of large turf areas including seeding, sod ding, fertilizing, mowing, weed eating and watering.

Performs sub-journeyman level carpentry, electrical, masonry, bricklaying and plumbing tasks.

Weekly inspections of playgrounds and playground equipment to ensure safety.

Repairs and maintains building structures and equipment, performs minor maintenance and service work on mechanical equipment.

Performs related work as required.

QUALIFICATIONS: To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

1. Minimum Education and Experience

- a) High School Diploma or G.E.D. and
- b) One (1) year lawn maintenance experience, or
- c) Any combination of training, education and experience which provides the knowledge, skills, and ability to successfully perform the duties associated with the position.

2. Desired Knowledge, Skills and Abilities

- a) Knowledge of the common practices and procedures, materials and equipment used in maintaining and repairing Parks facilities and equipment.
- b) Knowledge of the hazards associated with the operation of light powered cutting equipment.
- c) Ability to lay out and supervise the work of subordinates unskilled or semiskilled employees performing grounds construction and maintenance tasks.
- d) Ability to understand and follow oral and written instructions.
- e) Ability to read and write.
- f) Ability to perform heavy manual labor for prolonged periods, often under adverse weather conditions.
- g) Skill in the use of hand and mechanical tools and equipment.

3. Special Requirements

- a) Must possess and maintain an Arizona State Driver's License or the ability to obtain one.

PHYSICAL DEMANDS: The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- A) The employee is required to walk, sit, see, talk or hear.
- B) The employee is frequently required to use hands to finger, handle, feel or operate objects, tools, or controls; and reach with hands and arms.
- C) The employee is occasionally required to climb or balance; stoop, kneel, crouch, or crawl.
- D) The employee must frequently lift and/or move up to 25 pounds, and occasionally lift weights up to 50 pounds.

WORK ENVIRONMENT: The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- A) Work is primarily performed in outside weather conditions.
- B) While performing the duties of this job, the employee frequently works near moving mechanical parts.
- C) The employee is occasionally exposed to wet and/or humid conditions, fumes, toxic or caustic chemicals.
- D) The noise level is usually noisy.

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statement of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.

The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

Revision Date: June 13, 2007, January 2, 2008, March 21, 2013